

Social Media Coordinator Jobs in Abu Dhabi | Hilton Careers

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Company: Hilton

Location: , Abu Dhabi Emirate, United Arab Emirates

Category: sales-and-related

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Description:

Social Media Coordinator is a point of contact for all things social, including Online Reputation Management, content, strategy, and the daily upkeep of active social channels for the Food & Beverage department.

Responsibilities:

Ensuring all negative TripAdvisor reviews are responded to and providing respective departments with operations insights

Setting up and managing your hotel's F&B outlets social media accounts and replying to guests' comments and reviews in a timely manner

Incorporating social media into your hotel's marketing strategy and into all marketing campaigns as deemed appropriate

Requirements:

Excellent communication skills

High level of IT skills, including Excel, PowerPoint, and Word

Proactive approach to meeting deadlines and targets

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